

Message

From: Kandil, Shereen [/O=EXCHANGELABS/OU=EXCHANGE ADMINISTRATIVE GROUP (FYDIBOHF23SPDLT)/CN=RECIPIENTS/CN=D5EE87A7A84E48E1AD672CB1DD6BC1E1-SKANDIL]
Sent: 6/3/2020 5:59:03 PM
To: Smeraldi, Josh [Smeraldi.Josh@epa.gov]
CC: Sivak, Michael [Sivak.Michael@epa.gov]; Shereen Kandil [Kandil.Shereen@epa.gov]
Subject: Riverside Proposed Plan needs

Thanks for hopping on a call today. To summarize our conversation, the following components need to happen to release the Riverside Proposed Plan with responsibilities and rough timeline. I hope I covered everything. Thank you!! – Shereen

- Revised FS due on 6/8
- FS and Proposed Plan finalized by early July
 - Public meeting (mid-July)
 - **Josh** to decide on live or pre-recorded meeting
 - **Shereen** to plan for public meeting and ask about lead time for captioning and translating the presentation
 - Factsheet
 - **Shereen** to draft (first draft due 6/5)
 - **Josh** to provide details on Proposed Plan (due when proposed plan is available)
 - **Shereen** to finalize, get approvals, get it translated into Spanish
 - Presentation (due date to be determined)
 - **Josh** to draft
 - **Shereen** to review and get it translated into Spanish
 - Display ad (day of the release of the Proposed Plan)
 - **Shereen** to draft
 - **Josh** to review and add Proposed Plan information
 - **Shereen** to get it translated into Spanish
 - **WSP** to place ad in a local paper and a Spanish language paper
 - Proposed plan (early July)
 - **Josh** to finalize
 - **Shereen** to get it translated into Spanish
 - Press Release (when Proposed Plan is issued)
 - **Elias** to draft (and will work with SEMD and ORC to finalize)
 - Notifications
 - **Carsen** to send to Congressional and State elected officials (when the Press Release is issued)
 - **Shereen** to send to local elected officials: mayor, councilmembers (when the Press Release is issued)
 - SPP update (ongoing)
 - **Josh** to update with Administrative Record documents (Proposed Plan, etc)
 - **Shereen** to update with public meeting information and updated factsheet

Shereen Kandil

Community Affairs Team Lead, Public Affairs Office
212-637-4333

Kandil.shereen@epa.gov



U.S. Environmental Protection Agency, Region 2
290 Broadway, 26th Floor
New York, NY 10007

